

LOGISTICS SERVICES DIVISION
WEEKLY REPORT
PERIOD ENDING 17 AUGUST 1983

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I. Progress Report on Tasks Assigned by the DCI/DDCI:

No items this reporting period.

II. Items/Events of Major Interest:

a. Redecoration in DCI Office: On 15 August 1983 three tub chairs were removed from the DCI secretarial area for reupholstering. Completion of the work was promised for 19 August.

The fabric ordered for the six conference chairs in the DCI office has not been delivered as of this time.

b. Renovations in DCI Office Area: The requested telephone cable covers for the desks of the Special Assistant and secretary to the DCI and two safe covers were fabricated and installed in Room 7D5607, Headquarters Building, Office of the DCI.

c. Renovations in DDCI Office Area: On 13 and 14 August, renovations in Room 7D6010 of the DDCI area, providing an additional closet to house WANG equipment were completed on overtime.

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e. Renovations in the Executive Dining Room: A recessed mounted sink was installed in the Executive Dining Room kitchen area, Room 7D40, Headquarters Building, in order for personnel working there to be able to wash their hands. This job was completed by overtime work on 13 August 1983.

Also on 13 August an air supply diffuser was fabricated and installed in the office area in the Executive Dining Room.

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h. Other Renovations at Headquarters Building: Construction drawings are 90 percent complete for VTR conversion, new storage facilities, and installation of a multimedia display system for the Office of Security in Rooms GA09 and GA13.

An estimate was prepared for VTR modifications and installation of a fire suppression system in Room 5F1203 for OSO, however, they decided upon VTR modifications and closed storage of materials only.

Working drawings were completed on 4 August 1983 for the addition of a bathroom and a pantry to the Foreign Visitors' Lounge, Rooms 6D57 and 6E05, Office of the Deputy Director for Operations, and were issued to the Space Maintenance and Facilities Branch, LSD/OL. STAT

j. Renovations at Chamber of Commerce Building: Renovations for the Office of Medical Services in Rooms 703-706 and 716 were begun on 15 August 1983 and will continue until 19 August 1983. STAT
[redacted] is the contractor for the work.

III. Significant Events Anticipated During the Coming Week:

No items this reporting period.

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[redacted]
Chief
Logistics Services Division

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